

SENDER WILL CHECK CLASSIFICATION FOR TOP AND BOTTOM			
UNCLASSIFIED	CONFIDENTIAL	SECRET	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	<i>Mr Osborn</i>		
2	Director of Security Rm 4E60, Hqs		
3			
4			
5			
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks: <div style="font-size: 1.5em; font-family: cursive;"> O3 - Let's talk if this involves major problem. </div> <div style="text-align: right; font-size: 1.5em; font-family: cursive;"> JWC </div>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Acting DD/S 7D18 Hqs Approved For Release 2003/05/05 : CIA-RDP84-00780R003600010025-7			6 NOV 1970
UNCLASSIFIED	CONFIDENTIAL	SECRET	

ROUTING AND RECORD SHEET

SUBJECT: (Optional)				DD / S REGISTRY FILE <i>Personnel 11</i>	
FROM: Director of Security			EXTENSION	NO.	
				DATE 3 NOV 1970 25X1	
TO: (Officer designation, room number, and building)		DATE		OFFICER'S INITIALS	
		RECEIVED	FORWARDED	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)	
1. Acting DD/S		6 NOV 1970		1 to 5 - Oz -	
2.				I'm returning your paper without approval. It does not seem appropriate or necessary to include the wives of the guards. It would seem much better to return to the earlier plan involving the guards only. If we do propose to conduct a program for this, we should also and logically at the same time include other GSA personnel from the McLean group who are so essential to the operation of the Headquarters Building complex.	
3.					
4.					
5. Director of Security					
6.					
7.				I did discuss this suggestion with ExDir and he prefers also that we limit the arrangement as indicated above.	
8.					
9.				(signed) John W. Coffey John W. Coffey	
10.				Att Orig & 1 of DD/S 70-4406	
11.					
12.					
13.					
14.					
15.					

SECRET

3 NOV 1970

MEMORANDUM FOR: Acting Deputy Director for Support

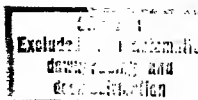
SUBJECT : GSA Guard Force - "Wives Day"

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 4.

2. Increased threats to domestic Agency installations and personnel have again focused the importance of a highly motivated, dedicated guard force, which is our first line of defense. The Agency undoubtedly has the best uniformed guard force in the GSA; their response to the increased burdens resulting from a more alert security posture has been very gratifying.

3. It is, therefore, timely to acknowledge their contribution through a motivational program which would help the individual officer to identify more closely with the Agency. The "Wives Day" program appears to be ideally suited for this purpose. I propose a "Wives Day" format which would include an address by the Deputy Director for Support or Director of Security followed by the movie, "A Need to Know," and a tour of the open areas of the Headquarters Building. Lunch in the ^{NORTH} Cafeteria would be optional. This function would be open to badged USSF personnel and wives only.

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4. It is recommended that you concur with the program described in paragraph 3 above and the Office of Security be authorized to schedule this function for 21 November 1970.



25X1

Howard J. Osborn
Director of Security

The recommendation contained in paragraph 4 is approved.

John W. Coffey
Acting Deputy Director
for Support

Date

Distribution:

Orig - Return to OS

2 - ADD/S Chrono, Subject

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5 November 1970

NOTE FOR: Mr. Coffey

25X1 [] by telephone, advises that Mr. Osborn wants to change the date of the GSA Guards "Wives Day" from 21 November to 14 November.

Some Background:

25X1 There are [] guards from all our buildings in the area regardless of company of assignment. The Office of Security expects [] to attend, 25X1 plus wives, or a total of [] Only those "off-duty" would attend; no overtime or compensatory time would be credited. Soundings have been taken with favorable responses to the idea.

No children -- only wives.

As in the memo, O/S would arrange for admittance to the cafeteria. Harris also stated that O/S would ask CRS to open the library. No other special openings, such as EAA store, NWFCU, or SigCenter.

25X1 [] advises that the OMS drug abuse exhibit will be up at that time in the 1D corridor.

FYI -- There are 210 GSA employees -- of whom 180 are cleared and badged -- in the McLean Group of Forces which falls under Office of Logistics cognizance. Should the event also include these people?



25X1

Wives

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